



**DEPARTMENT OF THE ARMY
HEADQUARTERS, 4TH INFANTRY DIVISION (MECHANIZED)
FORT HOOD, TEXAS 76544**

REPLY TO
THE ATTENTION OF:

AFYB-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Headquarters, 4th Infantry Division Reenlistment Incentive and Airborne/Air Assault Training Programs

1. It is incumbent upon all of us to keep good soldiers in the Army. This requires daily involvement and the knowledge to properly inform Soldiers of reenlistment options. I challenge Leaders to create an environment that is professionally and personally rewarding for Soldiers. If a Soldier believes his chain of command cares about him, he will be inspired to reenlist. By working as a team, we will have a positive effect on our combat readiness by retaining qualified, skilled, experienced Noncommissioned Officers and Soldiers.

2. The following incentives will be given to Soldiers upon reenlisting:

a. Each Soldier will be exempt from duty on the day prior and the day of reenlistment or transition into the Army Reserve or National Guard for administrative processing of reenlistment actions.

b. Each Soldier reenlisting for the "Current Station Stabilization Reenlistment Option" will receive a four-day pass to be taken within 60 days after the reenlistment.

c. All soldiers who reenlist/transition within the first 30 days of entering the eligibility window will receive an additional three-day pass to be taken the first weekend after the reenlistment. It will not be given in conjunction with a Training / Federal holiday or any authorized day off.

d. All soldiers will be exempt 30 days from the duty roster commencing on the day of reenlistment. If the soldier is currently scheduled for duty the 30-day exemption will commence the day following the duty.

e. Soldiers not able to immediately take advantage of an incentive, due to mission requirements will be given the opportunity to employ the incentive after completion of the field/training exercise.

3. Subordinate commanders will establish an Incentive Program for their units. All subordinate commanders will develop incentives that are both creative and beneficial to the soldiers. This program will compliment the Division Incentive Program. This incentive will be posted on all reenlistment bulletin boards along with the Brigade, Battalion and Company incentive letter.

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4. Airborne/Air Assault Training Reenlistment Incentive:

The Airborne and Air Assault Training Reenlistment Incentive is directed toward the retention and manning efforts of the 4th Infantry Division. This incentive is effective immediately and can be terminated or suspended at the discretion of the Commanding General. Soldiers who reenlist to remain here at Fort Hood can elect to participate in this reenlistment incentive. The incentive allows Soldiers to attend Airborne or Air Assault Training in a TDY and return status.

5. In order to qualify for this incentive, Soldiers must meet the following prerequisites:

a. Submit a request to reenlist (DA Form 3340-R), DA Form 4187 to Unit Commander for approval, voluntary Airborne/Air Assault statement and passing APFT within 30 days of course attendance.

b. Soldiers must meet the basic reenlistment eligibility criteria prescribed in Chapter 3, AR 601-280.

c. Soldiers must be a mid-career Soldier as defined in AR 601-280, Section II.

d. Soldier must be qualified for and reenlist under the provision of Table E-2 (Current Station Stabilization), AR 601-280 for a minimum of 3 years and elect a 12 month stabilization period. Mid-Career Soldiers assigned to life cycle units which are restricted to Option E-1 (Regular Army) may take part in this incentive.

e. Soldiers must meet the medical, physical, and mental prerequisites for attending Airborne or Air Assault training.

6. The conditions of this Airborne or Air Assault incentive are void if:

a. The Soldier fails to maintain height/weight and or APFT standards prior to course attendance.

b. The Soldier becomes a disciplinary problem.

c. The Commander determines that the Soldiers performance and or conduct warrant removal from course attendance IAW other regulatory guidance and or policy not otherwise mentioned herein.

7. Career Counselors will ensure training packets are submitted in a timely manner (within 30 days after reenlistment) to secure training seat. Also, these actions will be tracked for periodic reporting to higher headquarters.

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8. Soldiers who later change their mind and wish to decline training must sign a waiver statement with their Career Counselor.
9. Promises made to Soldiers, either orally or in writing will not be considered as a broken or unfulfilled reenlistment commitment under this incentive or reenlistment.
10. Consideration will be given regarding deployments and times of high OPTEMPO. Every effort will be made to secure the first available training seat prior to or immediately following such times.
11. Direct any questions concerning the retention incentive program to SGM Horne, Command Career Counselor at DSN 663-0844 or via email at Arlene.d.horne@hood.army.mil.



JEFFERY W. HAMMOND
Major General, USA
Commanding

DISTRIBUTION:

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CF:

Each Retention Office

